

**ARMED FORCES STAFF COLLEGE**  
**OFFICE OF THE COMMANDANT**  
**NORFOLK, VIRGINIA 23511**



2 April 1973

STATINTL

[REDACTED]  
Registrar, Office of Training  
Central Intelligence Agency  
Washington, D.C. 20505

STATINT

[REDACTED]  
Congratulations on your selection to attend the Fifty-fourth Class at the Armed Forces Staff College. Your attendance at the College should give you a valuable opportunity to enhance your professional knowledge and your career. The staff and faculty will be prepared to assist in making your stay here rewarding and pleasant, both for you and your family.

For most civilian students, attendance at the College provides a welcome relief from daily routine and an opportunity to broaden your understanding of national defense. Naturally, the curriculum is oriented toward military operations; however, due consideration is given to the other aspects of national security. Considerable emphasis is also placed on management of the defense establishment. In support of the curriculum, we have an excellent guest lecture program, enabling you to hear and question officials at the policy-making level of our government and distinguished civilian educators.

Although you will come to know your other civilian colleagues, you will not ordinarily be with them in the seminars where most of the instruction takes place. Normally each seminar consists of seventeen military officers and one civilian representative of a government agency. We find this arrangement most beneficial in stimulating seminar discussions and providing a balance of experience to each student group working on national security problems.

In the first weeks of the course, identified as Army, Navy, and Air Force Weeks, you will be assigned to work with one of the services

Approved For Release 2001/08/08 : CIA-RDP78-04488A000200050008-4  
and can expect to make an oral presentation to your seminar on a military subject. Although this may sound like a disconcerting experience, I can assure you that your faculty advisor and seminar colleagues will provide you more than adequate assistance. Indeed, most of the civilians surprise themselves in how well they come out on this exercise. You will also be given the opportunity to make a presentation in seminar on your agency as well as several presentations on subjects you have worked on as part of a seminar committee.

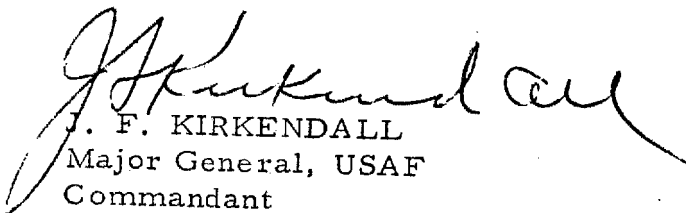
The pace of the course and the amount of work required may seem difficult at first; but experience has shown that, with reasonable diligence and application, students rapidly acquire speed and facility in completing required assignments. This should leave you ample time for the many extracurricular activities available at the College and in the Norfolk area. The course broadens in conceptual scope as it progresses, and you will soon find your advice and company eagerly sought by military colleagues who will be anxious to have the benefit of your civilian work background. I think you will enjoy your attendance at the College and consider it an extremely worthwhile and valuable experience.

Family life at the College is a most enjoyable experience. The family quarters are modern, attractive, and air conditioned. The activities program for wives and children offers something for just about everyone's tastes. The Norfolk area has some of the finest historical attractions and recreational facilities in this part of the country. Therefore, I do encourage you to bring your family.

The inclosures contain detailed information regarding the College, which will be of interest to you concerning both on and off duty activities. It is important that you complete the questionnaires and return them as soon as possible as this will help us in making efficient arrangements for your arrival and reception.

I look forward to welcoming you in August.

Sincerely,

  
J. F. KIRKENDALL  
Major General, USAF  
Commandant

BB DISTRIBUTION

2

CR 16 - ADSE via STODD 16 APR 73

1- AIR

1- TSB